

MINUTES OF ORGANIZATION MEETING HELD JANUARY 2, 2018

Minutes of Organization Meeting of the Council of the Town of Westfield held January 2, 2018 in Council Chambers at 6:00 p.m.

Mayor Brindle read the call as follows:

Welcome to this Special Meeting of the Westfield Town Council of January 2, 2018, at 6:00 p.m. in the Council Chambers of the Municipal Building for the purpose of organizing for the year 2018 and transacting such other business as may properly come before the meeting.

Notice of the meeting was provided on December 12, 2017 to the Westfield Leader, The Star Ledger, Tap Into Westfield and posted on the bulletin board and filed in accordance with the Open Public Meetings Act.

The Invocation was given by Rabbi Douglas Sagal, Temple Emanuel

Salute to the flag.

The Meeting Called to Order at 6:10 p.m. by Mayor Brindle.

PRESENT: Mayor Brindle, Council Members Habgood, Arena, Dardia, Neylan, LoGrippo, Contract, Stokes, Mackey

ABSENT: None

Mayor Brindle proposed the following Acting and Alternate Acting Mayor appointments for year 2018. Motion made by Councilman LoGrippo, seconded by Councilwoman Neylan, and unanimously confirmed by Council.

Acting Mayor – Linda Habgood
Alternate Acting Mayor – Dawn Mackey

Mayor Brindle proposed the following Council appointments. Motion made by Councilwoman Mackey and seconded by Councilman Contract was carried.

Planning Board Liaison
Linda Habgood, Class III *December 31, 2018*

Board of Adjustment
Eldy Pavon *December 31, 2021*
Carla Bonacci *December 31, 2021*
Frank Fusaro
(to fill unexpired term) *December 31, 2020*

Special Improvement District Board

<i>Resident Member</i>	<i>Jim Donofrio</i>	<i>December 31, 2020</i>
<i>Property Owner</i>	<i>Gary Goodman</i>	<i>December 31, 2020</i>
<i>Merchant</i>	<i>Miriam Verga</i> <i>(to fill unexpired term)</i>	<i>December 31, 2018</i>
<i>Merchant</i>	<i>Patricia Hanigan</i> <i>(to fill unexpired term)</i>	<i>December 31, 2019</i>
<i>Council Designee</i>	<i>Dawn Mackey</i>	<i>December 31, 2018</i>
<i>Mayor Designee</i>	<i>Shelley Brindle</i>	<i>December 31, 2018</i>
<i>Ex Officio</i>	<i>James H. Gildea</i>	<i>December 31, 2018</i>

The Mayor proposed the following employee appointments. Motion made by Councilman Stokes and seconded by Councilman LoGripipo, said employee appointments were carried.

<i>Town Administrator</i>	<i>James H. Gildea</i>	<i>December 31, 2020</i>
<i>Town Engineer</i>	<i>Kris McAloon</i>	<i>December 31, 2020</i>
<i>Tax Collector</i>	<i>Scott H. Olsen</i>	<i>December 31, 2021</i>
<i>Official Newspapers</i>	<i>The Westfield Leader</i>	<i>December 31, 2018</i>
	<i>The Star Ledger</i>	<i>December 31, 2018</i>
<i>Electronic News Source</i>	<i>Tap Into Westfield</i>	<i>December 31, 2018</i>

Resolution No. 1

WHEREAS, the Town Code of the Town of Westfield Section 2-3 requires that the appointment of the Town Administrator shall be made by the Mayor with approval of the Town Council for a term up to three years.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Town Council of the Town of Westfield appoint James H. Gildea to the position of Town Administrator for a three-year term commencing January 1, 2018.

Resolution No. 2

WHEREAS, the Town Code of the Town of Westfield Section 2-88 requires that the appointment of the Town Engineer shall be made by the Town Administrator with the consent of the Mayor and approval of the Town Council; and

WHEREAS, N.J.S.A. 40A: 9-140 states that the term of office shall be three years; and

WHEREAS, Section 2-88 of the Town Code and N.J.S.A. 40A: 9-2 require that the Town Engineer possess the required qualifications for performing the duties of the office; and

WHEREAS, Kris McAloon possesses the required qualifications and has been Town Engineer since January 1, 2009;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Town Council of the Town of Westfield appoint Kris McAloon to the position of Town Engineer for a three-year term commencing January 1, 2018.

Resolution No. 3

WHEREAS N.J.S.A. 40A:9-141 requires that every municipality provide for the appointment of a municipal tax collector; and

WHEREAS, Section 2-77a of the Town Code of the Town of Westfield requires that the Tax Collector shall be appointed by the Town Administrator with consent of the Mayor and Town Council; and

WHEREAS, pursuant to N.J.S.A. 40A:9-142 and Section 2-77a of the Code of Town of Westfield, every municipal tax collector shall hold office for a term of four (4) years from the first day of January next following said appointment; and

WHEREAS, N.J.S.A. 40A:9-145 requires that the municipal tax collector possess the required certification for performing the duties of the office; and

WHEREAS, Scott Olsen possesses the required certification.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Town Council of the Town of Westfield appoint Scott Olsen to the position of Tax Collector for a four (4) year term commencing January 1, 2018 and ending December 31, 2021. BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Division of Local Government Services in the Department of Community Affairs.

Resolution No. 4

BE IT RESOLVED by the Town Council of the Town of Westfield, at a meeting held January 2, 2018 that the Westfield Leader and the Star Ledger be and hereby are designated as the two newspapers to which notices and other matters are to be provided under the Open Public Meetings Act (N.J.S.A.10:4-6 to 10:21) of the State of New Jersey, otherwise known as “The Sunshine Law”; and

BE IT FURTHER RESOLVED that Tap into Westfield be and hereby is designated as the electronic news source for which notices and other matters are to be provided under the Open Public Meetings Act.

Mayor Brindle proposed the following Board appointments. Motion made by Councilwoman Habgood and seconded by Councilman Dardia was carried.

Board of Health

Elizabeth Talmont *December 31, 2021*

Andrea Marcus, Alt #1 *December 31, 2019*

Council Liaison - JoAnn Neylan *December 31, 2018*

Recreation Commission

Gary Fox, Chair *December 31, 2018*

Brad Rothenberg *December 31, 2020*

Ruth Maloney *December 31, 2020*

Monica Bergin *December 31, 2020*

Council Liaison - Michael Dardia *December 31, 2018*

Historic Preservation Commission

Robert Wendell, Class A
(to fill unexpired term) *December 31, 2018*

Neal Acito, Class B
(to fill unexpired term) *December 31, 2019*

Historic Preservation Commission (continued)

Maria Boyes, Class C
(to fill unexpired term) *December 31, 2018*

Jennifer Jaruzelski, Class C
(to fill unexpired term) *December 31, 2018*

Council Liaison - Doug Stokes *December 31, 2018*

Board of Architectural Review

Greg Blasi *December 31, 2020*

Kenneth Anness *December 31, 2020*

Alexandra Carreras
(to fill unexpired term) *December 31, 2019*

Tree Preservation Commission

Marc Nissim *December 31, 2020*

Council Liaison - Mark LoGripippo *December 31, 2018*

Memorial Library Board

Michelle Habayeb
(to fill unexpired term) *December 31, 2019*

Rosalie Serapiglia *December 31, 2022*

Rupa Motwani *December 31, 2022*

Council Liaison - Linda Habgood *December 31, 2018*

Mayor Brindle announced the following Mayoral appointments:

Planning Board

Michael LaPlace, Class IV *December 31, 2021*

Anastasia Harrison, Class IV *December 31, 2021*

Ann Freedman, Alt #2 *December 31, 2019*

Mayor's Designee - Shelley Brindle *December 31, 2018*

Kris McAloon, Class II *December 31, 2018*

Insurance Advisory Board

Erika Critchley *December 31, 2020*

Community Development Revenue Sharing Committee

William Cariste *December 31, 2018*

Josephine Ferrigno-Stack *December 31, 2018*

Solid Waste Advisory Board

Jeff Bryk *December 31, 2018*

Union County Transportation Advisory Board

David Judd *December 31, 2018*

Marv Gersten, Alternate *December 31, 2018*

Air Traffic Advisory Board

Jerome Feder *December 31, 2019*

Gregory Baschkoff *December 31, 2019*

Chamber of Commerce Liaison – Councilman Frank Arena

Union County League of Municipalities – Mayor Shelley Brindle

Board of Education Liaison – Councilman David Contract

2nd Senior Citizens Housing Corporation Liaison – Councilwoman JoAnn Neylan

Municipal Alliance Liaison – Councilwoman Dawn Mackey

Mayor Brindle announced the following Council Committees:

Finance Policy Committee

Linda Habgood, Chairwoman

JoAnn Neylan, Vice-Chairman

David Contract

Doug Stokes

Public Safety, Transportation & Parking Committee

Michael Dardia, Chairman

Frank Arena, Vice-Chairman

Mark LoGrippto

Dawn Mackey

Code Review & Town Property Committee

Dawn Mackey, Chairman

Mark LoGrippto, Vice-Chairman

Linda Habgood

JoAnn Neylan

Public Works Committee

David Contract, Chairman

Doug Stokes, Vice-Chairman

Frank Arena

Michael Dardia

Mayor Brindle gave the following State of the Town Address:

Good evening everyone, and Happy New Year!

I am so grateful -- and humbled -- by the responsibility this Town has bestowed upon me as your new Mayor. As you know, this is when I am scheduled to give the state of the Town address.

But having been in office for 24 hours, it would be presumptuous of me to speak in depth about the state of our Town, so I will instead reprise my remarks from yesterday, and maybe it will sound better a second time!

My mom, Mary Ann Wright, has served as my inspiration for being here tonight.

I was 6 years old when my dad was killed in Vietnam, leaving my mom to raise me and my sisters Sharon and Susie on her own.

She could have returned to the security and familiarity of her Pennsylvania hometown. But she didn't.

Instead, she moved the four of us across the country to an unfamiliar town in Virginia and reinvented herself as a single working mom. You see, my Mom has never feared change.

This has kept her vibrant and relevant in today's world, as well as connected to her grandkids. She has even been known to send a Snapchat or two!

These traits my mom exemplifies— resilience, optimism and curiosity— are the same ones I see in this community we all love. It's why I'm confident that together, we will successfully reinvent Westfield's future.

I have three priorities as Mayor:

First, instill a culture that inspires our residents to get involved, beginning right here. Town Hall should buzz with energy, enthusiasm and new ideas, a place that serves as the heartbeat of our community.

Secondly, improve communication with residents, streamline our bureaucracy, and remove barriers to attracting businesses.

Together, we will embrace a spirit of service, accountability, and innovation, especially in developing a new master plan for Westfield that will look to our Town's treasured past to inspire a new future.

And Third, broaden our community engagement by designating volunteers to reach out to all members of this community.

Many of us have stayed on the sidelines, either because we haven't been asked or assumed we weren't needed, leaving the hard work to a select few.

The result is a community that has yet to reach its fullest potential because we have not engaged everyone. We need every voice at the table to realize a vision where there is room for all.

Tonight, my request of everyone is to get involved. Most of you are here tonight because you already have.

Since opening our Volunteer Application Process, we received 446 applications in two weeks to serve on existing Boards and Commissions!

All of the new appointees participated in that process, which has resulted in even more experienced and diverse Boards that reflect our community.

We hope to get more of you to join us in order to make big things happen.

New volunteer opportunities will be announced in the weeks to come and there will be something for everyone; technology, events, promotions, master planning and more.

But in addition to your participation, I will also ask for your patience. Visible progress takes time - and yes, we will make mistakes along this journey. We must first work on laying the groundwork of trust and communication in order for real progress to emerge. I'll commit to always being transparent and open with you and expect you to hold me accountable.

I want to thank Mayor Andy Skibitsky for his leadership and years of service, and for the graciousness he has shown me during this transition.

Andy and his wife, Debbie, represent the best of our community, as do the outgoing Councilmen Sam Della Fera, Ken Donnelly, David Oliveira and Keith Loughlin -- all who have served selflessly on our behalf.

I look forward to working with our dedicated police, fire department, public works officials and Town employees, and am grateful for their continued service. They are indeed the folks that ensure a great quality of life for us all, regardless of who sits in these seats.

And thanks to the citizen volunteers, including those who have served on Town Boards and Commissions, and those who are being appointed for the first time tonight.

Lastly, and most importantly, I need to thank my husband Kip who has graciously and humorously accepted his role as Westfield's "First Dude" and my three kids -- Grace, Nora and Nick -- who had to listen to their mom yesterday in 15 degree weather and never uttered a complaint.

To the sitting Councilpersons Frank Arena, JoAnn Neylan, Mark LoGrippo and Doug Stokes, I speak for myself and the newly elected Councilpersons Linda Habgood, Mike Dardia, David Contract and Dawn Mackey that we are eager to learn from you, and to work alongside you.

By working on behalf of our common interests in serving the community, and harnessing the collective efforts of every resident, there is nothing we won't be able to achieve together!

Thank you and best wishes for a peaceful and joyful new year!

OPEN DISCUSSION BY CITIZENS

Mayor Brindle opened the public comments portion of the meeting and asked if there were any questions or comments. Hearing no comments, Mayor Brindle closed the public comment portion of the meeting.

REPORTS OF STANDING COMMITTEES:

Finance Policy Committee

The following resolutions, introduced by Councilwoman Habgood, Chairman of the Finance Policy Committee, and seconded by Councilman Arena, were unanimously adopted.

Resolution No. 5

(1) WHEREAS, R.S. 40A: 4-63 provides that monies held in any separate fund shall be treated as monies held in trust and shall not be diverted to any other purpose;

NOW, THEREFORE, BE IT RESOLVED that the Two River Community Bank shall be the depository for the "TOWN OF WESTFIELD, TREASURER'S ACCOUNT," and the custodian shall be Scott H. Olsen. All disbursements shall be made by the Treasurer's electronic fund transfer or by checks signed by the Mayor, Town Clerk and Treasurer.

(2) BE IT FURTHER RESOLVED that the Two River Community Bank shall be the depository for the "TOWN OF WESTFIELD, CLEARING ACCOUNT," and the custodian shall be Scott H. Olsen. All disbursements shall be made by the Treasurer's electronic fund transfer or by checks signed by the Mayor, Town Clerk and Treasurer.

(3) BE IT FURTHER RESOLVED that the Two River Community Bank shall be the depository for the "TOWN OF WESTFIELD, PAYROLL ACCOUNT," and the custodian shall be Scott H. Olsen. All disbursements shall be made by the Treasurer's electronic fund transfer or by checks signed by the Mayor, Town Clerk and Treasurer.

(4) BE IT FURTHER RESOLVED that the Two River Community Bank shall be the depository for the "TOWN OF WESTFIELD, PAYROLL DEDUCTIONS ACCOUNT," and the custodian shall be Scott H. Olsen. All disbursements shall be made by the Treasurer's electronic fund transfer or by checks signed by the Mayor, Town Clerk and Treasurer.

(5) BE IT FURTHER RESOLVED that the Two River Community Bank shall be the depository for the "TOWN OF WESTFIELD, COLLECTOR OF TAXES," and the custodian shall be Scott H. Olsen. All disbursements shall be made by the Treasurer's electronic fund transfer or by checks signed by the Mayor, Town Clerk and Treasurer.

(6) BE IT FURTHER RESOLVED that the Two River Community Bank shall be the depository for the "TOWN OF WESTFIELD, GENERAL CAPITAL ACCOUNT," and the custodian shall be Scott H. Olsen. All disbursements shall be made by the Treasurer's electronic fund transfer or by checks signed by the Mayor, Town Clerk and Treasurer.

(7) BE IT FURTHER RESOLVED that the Two River Community Bank shall be the depository for the "TOWN OF WESTFIELD, TRUST - OTHER ACCOUNT," and the custodian shall be Scott H. Olsen. All disbursements shall be made by the Treasurer's electronic fund transfer or by checks signed by the Mayor, Town Clerk and Treasurer.

(8) BE IT FURTHER RESOLVED that the Two River Community Bank shall be the depository for the "TOWN OF WESTFIELD, DOG LICENSE ACCOUNT," and the custodian shall be Scott H. Olsen. All disbursements shall be made by the Treasurer's electronic fund transfer or by checks signed by the Mayor, Town Clerk and Treasurer.

- (9) BE IT FURTHER RESOLVED that the Two River Community Bank shall be the depository for the “TOWN OF WESTFIELD, SWIMMING POOL OPERATING ACCOUNT,” and the custodian shall be Scott H. Olsen. All disbursements shall be made by the Treasurer's electronic fund transfer or by checks signed by the Mayor, Town Clerk and Treasurer.
- (10) BE IT FURTHER RESOLVED that the Two River Community Bank shall be the depository for the “TOWN OF WESTFIELD, SWIMMING POOL CAPITAL ACCOUNT,” and the custodian shall be Scott H. Olsen. All disbursements shall be made by the Treasurer's electronic fund transfer or by checks signed by the Mayor, Town Clerk and Treasurer.
- (11) BE IT FURTHER RESOLVED that the Two River Community Bank shall be the depository for the “WESTFIELD MUNICIPAL COURT FINES ACCOUNT,” and the custodians shall be Carol Salvaggio or Anne M. Margeotes. All disbursements shall be made by checks signed by Court Clerk or the Deputy Court Clerk.
- (12) BE IT FURTHER RESOLVED that the Two River Community Bank shall be the depository for the “WESTFIELD MUNICIPAL COURT BAIL ACCOUNT,” and the custodians shall be Carol Salvaggio or Anne M. Margeotes. All disbursements shall be made by checks signed by Court Clerk or the Deputy Court Clerk.
- (13) BE IT FURTHER RESOLVED that Bank of America shall be the depository for “THE WESTFIELD MEMORIAL LIBRARY ACCOUNT,” and the custodians shall be Philip Israel. All disbursements shall be made by checks signed by the Library Director or the Assistant Library Director or the Treasurer, or by the Treasurer’s electronic fund transfer.
- (14) BE IT FURTHER RESOLVED that Two River Community Bank shall be the depository for the “TOWN OF WESTFIELD, FIRE DEPARTMENT VIOLATIONS ACCOUNT,” and the custodian shall be David C. Kelly. All disbursements shall be made by checks signed by the Chief of the Fire Department or the Treasurer, or by the Treasurer’s electronic fund transfer.
- (15) BE IT FURTHER RESOLVED that the Two River Community Bank shall be the depository for the “TOWN OF WESTFIELD, POLICE DEPARTMENT PARKING ACCOUNT,” and the custodian shall be David Wayman, Chief of Police. All disbursements shall be made by checks signed by the Chief of the Police Department or the Treasurer, or by the Treasurer’s electronic fund transfer.
- (16) BE IT FURTHER RESOLVED that the Two River Community Bank shall be the depository for the “TOWN OF WESTFIELD, PUBLIC ASSISTANCE ACCOUNT I,” and the custodian shall be Scott H. Olsen. All disbursements shall be made by the Treasurer's electronic fund transfer or by checks signed by the Mayor, Town Clerk and Treasurer.
- (17) BE IT FURTHER RESOLVED that the Two River Bank shall be the depository of the “TOWN OF WESTFIELD, COUNCIL ON AFFORDABLE HOUSING (CoAH) GROWTH SHARE ACCOUNT” and the custodian shall be Scott H. Olsen. All disbursements shall be made by the Treasurer's electronic fund transfer or by checks signed by the Mayor, Town Clerk and Treasurer.
- (18) BE IT FURTHER RESOLVED that the Two River Bank shall be the depository for the “TOWN OF WESTFIELD, PARKING METER COIN ACCOUNT” and the custodian shall be David Wayman, Chief of Police. All disbursements shall be made by checks signed by the Chief of Police Department or the Treasurer, or by the Treasurer’s electronic fund transfer.
- (19) BE IT FURTHER RESOLVED that the Two River Community Bank shall be the depository of the “TOWN OF WESTFIELD, LAW ENFORCEMENT – FEDERAL TRUST ACCOUNT,” and the custodian shall be Scott H. Olsen. All disbursements shall be made by checks signed by Scott Olsen. All disbursements shall be made by the Treasurer's electronic fund transfer or by checks signed by the Mayor, Town Clerk and Treasurer.

(20) BE IT FURTHER RESOLVED that the Two River Community Bank shall be the depository of the “TOWN OF WESTFIELD, LAW ENFORCEMENT – COUNTY TRUST ACCOUNT,” and the custodian shall be Scott H. Olsen. All disbursements shall be made by the Treasurer's electronic fund transfer or by checks signed by the Mayor, Town Clerk and Treasurer.

(21) BE IT FURTHER RESOLVED that the Two River Community Bank shall be the depository for the “TOWN OF WESTFIELD, CONFIDENTIAL ACCOUNT,” and the custodian shall be David Wayman, Chief of Police. All disbursements shall be made by checks signed by the Chief of Police Department or Treasurer, or by the Treasurer's electronic fund transfer.

(22) WHEREAS, N.J. S.A. 17:9-41, 1970 provides that deposits of public funds of New Jersey governmental units held by New Jersey banks shall be secured by collateral held in safekeeping as set forth in an agreement between the Commissioner of Banking of New Jersey and the Federal Reserve Bank dated November 30, 1970, and

WHEREAS, the Town of Westfield may purchase certificates of deposit issued by New Jersey banks due not more than one (1) year from date of purchase, or date of issue, whichever shall be greater;

WHEREAS, the Governmental Unit Deposit Protection Act Notification of eligibility for the following banks had been filed with the Chief Financial Officer;

NOW, THEREFORE, BE IT RESOLVED that the following banks shall be the depositories for the “TOWN OF WESTFIELD, CERTIFICATE OF DEPOSIT / INVESTMENT ACCOUNTS,” and the custodian shall be Scott H. Olsen, Chief Financial Officer:

Two River Community Bank

PNC Bank

Valley National Bank

Bank of America

TD Bank

State of N.J. Cash Management Fund

Capital One Bank

Santander Bank

Investors Bank

Provident Bank

M&T Bank

Chase Bank

Wells Fargo Bank

Northfield Bank

Spencer Bank

Valley National Bank

(23) RESOLVED that the following banks shall be authorized depositories for the “TOWN OF WESTFIELD, POOL UTILITY INVESTMENT ACCOUNTS,” and the custodian shall be Scott Olsen, Chief Financial Officer:

Two River Community Bank

PNC Bank

Valley National Bank

Bank of America

TD Bank

State of N.J. Cash Management Fund

Capital One Bank

Santander Bank

Investors Bank

Provident Bank

M&T Bank

Chase Bank

Wells Fargo Bank

Northfield Bank

Spencer Bank

Valley National Bank

(24) RESOLVED that the Treasurer be authorized to electronically transmit pay checks bi-weekly retroactive to January 1, 2018 to the regular salaried employees of the Town of Westfield at the rates approved by Mayor and Council.

(25) RESOLVED that the Collector of Taxes shall charge interest at the rate of 8% per annum on the first \$1,500 of the delinquency and 18% per annum on that amount of the delinquency as defined in N.J.S.A. 54:4-67 in excess of \$1,500 on all delinquent taxes and sewer fees during the year 2017 to be calculated from the date the tax or fee was due until the date of actual payment, and

BE IT FURTHER RESOLVED that the Collector of Taxes shall charge interest at the rate of 8% per annum on the whole delinquency as defined in N.J.S.A. 54:4-67 on all delinquent assessments during the year 2018 until the date of actual payment, and

BE IT FURTHER RESOLVED that the grace period of ten (10) calendar days will be allowed for an installment of taxes, assessments and sewer fees where payments will not be subject to interest charges as provided by Chapter 105, Public Laws of 1965.

BE IT FURTHER RESOLVED that the Collector of Taxes is hereby authorized to sell all municipal delinquencies through December 31, 2017 in a manner prescribed by N.J.S.A. 54:5-19, and as amended by Chapter 99, Public Laws of 1977, at a date and time which the Tax Collector selects.

Resolution No. 6

RESOLVED that warrants in the amount of \$100.00 each be drawn to the following officials and charge same to Petty Cash account:

Joan Thermann, Executive Assistant

David Wayman, Police Chief

Philip Israel, Library Director

Megan Avallone, Health Department Director

Resolution No. 7

WHEREAS, the State of New Jersey Department of the Treasury, Affirmative Action Office has adopted Public Agency Regulations; and

WHEREAS, these Public Agency Regulations for awarding contracts are pursuant to P.L. 1975, Chapter 127, (N.J.S.A. 17:27); and

WHEREAS, every public agency is required to appoint and designate an officer or employee to serve as a Public Agency Compliance Officer (P.A.C.O.) for each year;

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of the Town of Westfield, County of Union, State of New Jersey, designates Tara Rowley as the Public Agency Compliance Officer (P.A.C.O.) for the Town of Westfield for the year 2018.

Resolution No. 8

WHEREAS, the Town Council of the Town of Westfield, County of Union, State of New Jersey, recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and

WHEREAS, the Town Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and

WHEREAS, the Town Council has applied for and been approved for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Union, and WHEREAS, the Town of Westfield's Municipal Alliance Program has been approved to receive funding for the FY 2018 period of July 1, 2017 – June 30, 2018 and for FY 2019 for the period of July 1, 2018 – June 30, 2019 for an amount of \$26,651 for each fiscal year period,

NOW, THEREFORE, BE IT RESOLVED by the Town of Westfield, County of Union, State of New Jersey, hereby recognizes the following:

1. The Town Council does hereby authorize the approval of the applications for the FY2018 and FY2019 representing a total award of \$26,651 for each 12 month period, representing a cash match of \$6,663 and In-Kind of \$19,988 to the Westfield Municipal Alliance.
2. The Town Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

The following resolution, introduced by Councilwoman Habgood and seconded by Councilman Contract, was adopted by the following roll call vote:

Resolution No. 9

WHEREAS, the Town of Westfield is a member of Sustainable Jersey™ which is a certification and incentive program for municipalities in New Jersey that want to go green, save money, and take steps to sustain their quality of life over the long term; and

WHEREAS, the Town Council of the Town of Westfield is committed to continuing to develop strategies that will reduce our impact on the environment both collectively and individually so that we might preserve our natural resources for the citizens we serve now, and in the future; and

WHEREAS, the Town Council of the Town of Westfield wishes to continue to build a model of government which benefits our residents now and far into the future with green community initiatives which are easy to replicate and affordable to implement; and

WHEREAS, as part of its participation in the Sustainable Jersey™ program and in an effort to continue to focus attention on "Green" issues, the Town Council reaffirms its establishment of its Green Team.

NOW THEREFORE BE IT RESOLVED, by the Town Council of the Town of Westfield that we do hereby appoint the following fifteen members to the Green Team:

Medea Villere-Co-Chair
Tim Van Epp-Co-Chair
Diane Genco
Jay Goldring
Janette Speizio
Nancy Griffith
Judi Paris
Catherine Choudry
Kirti Malik
Maite Quinn-Richards
Amarish Mehta
Phil Round
Damani Parran
Billy Callahan
Michael Kaufman

Roll Call:

Yeas: Habgood

Nays:

Absent:

Arena

Dardia

Neylan

LoGrippe

Contract

Stokes

Mackey

Mayor Brindle

The following resolution, introduced by Councilwoman Habgood and seconded by Councilwoman Mackey, was adopted by the following roll call vote:

Resolution No. 10

WHEREAS, there exists a need for the Annual Audit of the accounts of the Town of Westfield in accordance with N.J.S.A. 40A:5-4, and

WHEREAS, U.S. OMB Circular 133 and State of New Jersey OMB Circular 98-07 mandate that there be an audit of Federal and State Programs; and

WHEREAS, on July 26, 1996 the Town of Westfield created a Deferred Compensation Plan, which is offered to all employees, pursuant to Sections 403 (b) and 457 of the Internal Revenue Code; and

WHEREAS, pursuant to N.J.A.C. 5:37-10 the Financial Statements of such Deferred Compensation Plan must be reviewed; and

WHEREAS, pursuant to rule 15c2-12(B)(5) of the Securities and Exchange Commission a Preparation of the Secondary Market Disclosure Report must be filed for year ending December 31, 2016; and

WHEREAS, the Local Public Contracts Law, (N.J.S.A. 40A:11-1 et seq) authorizes the letting of contracts for professional services without competitive bidding; and

WHEREAS, the Town of Westfield, has a need to acquire auditing services and has determined to do so without public advertising and without public solicitation of bids pursuant to the provisions of N.J.S.A. 19:44A- 20.5; and,

WHEREAS, the Town Administrator has determined and certified in writing that the value of the services will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is for one (1) year; and

WHEREAS, Suplee, Clooney & Company, 308 East Broad Street, Westfield, New Jersey 07090, has completed and submitted a Business Entity Disclosure Certification which certifies that Suplee, Clooney & Company has not made any reportable contributions to a Town of Westfield municipal political committee, candidate committee, or joint candidate committee for any candidate seeking elective office in the Town of Westfield in the previous one year, and that the contract will prohibit Suplee, Clooney & Company from making any reportable contributions through the term of the contract to such candidates and political committees, and

WHEREAS, a Certificate of the Chief Financial Officer, certifying the availability of adequate funds for this contract, prepared in accordance with N.J.A.C. 5:30-5.4, has been furnished to the Town Clerk.

NOW THEREFORE, BE IT RESOLVED that:

1. The Town of Westfield enter into a contract with the firm of Suplee, Clooney & Company, Registered Municipal Accountants and Certified Public Accountants, for the following services:

- (a) To perform the statutory audit of the accounts of the Town of Westfield for the year ending December 31, 2018, in accordance with the regulations of the Division of Local Government Services, Department of Community Affairs of the State of New Jersey; an audit of Federal and State Programs in accordance with the Federal Uniform Guidance and State of New Jersey OMB Circular 15-08 and Assistance with Preparation of the calendar year 2018 Financial Statement, the Annual Debt Statement and calendar year 2019 Fiscal Year Operating and Capital Budgets, for a fee not to exceed \$67,850; and
 - (b) To perform the Review Report on the Town of Westfield Deferred Compensation Plan for an additional fee of \$1,200; and
 - (c) To perform a preparation Secondary Market Disclosure Report for the Year Ended December 31, 2017 for an additional fee of \$4,000.
- 2. Total fee for the year will be \$73,050 with said expenditure charged to the audit account.
 - 3. The Business Disclosure Entity Certification and the Determination of Value received from Suplee, Clooney & Company be placed on file along with this resolution.
 - 4. This contract is awarded without competitive bidding as "Professional Service" under the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a) because N.J.S.A. 40A:5-11 exempts from public bidding any work performed pursuant to N.J.S.A. 40A:5-4.
 - 5. A notice of this resolution shall be published in *The Westfield Leader* as public notice of the action taken in accordance with N.J.S.A. 40A:11-5(1)(a).

Roll Call:

Yeas:	Habgood	Nays:	Absent:
	Arena		
	Dardia		
	Neylan		
	LoGrippo		
	Contract		
	Stokes		
	Mackey		
	Mayor Brindle		

The following resolution, introduced by Councilwoman Habgood and seconded by Councilwoman Mackey, was adopted by the following roll call vote:

Resolution No. 11

WHEREAS, a need exists for the Town of Westfield to retain professional legal services of a general legal counsel in conjunction with the duties of the Town Attorney for the Town of Westfield; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq) authorizes the letting of contracts for professional services without competitive bidding; and

WHEREAS, the Town of Westfield has determined to acquire the needed professional legal services in conjunction with the services provided by the Town Attorney without public advertising and without public solicitation seeking bids pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, a Certificate of the Chief Financial Officer, certifying the availability of adequate funds for this contract, prepared in accordance with N.J.A.C. 5:30-5.4, has been furnished to the Town Clerk. Expenditure of funds pursuant to this contract is to be charged to Legal Account 120-212.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Town of Westfield enters into a contract with Thomas C. Jardim, Esq. to engage him to render legal services in furtherance of the ordinary duties of the Town Attorney for the Town of Westfield as described in the Code of the Town of Westfield.
2. The term of the contract will begin on January 1, 2018 for term not to exceed sixty (60) days.
3. The estimated total fees for ordinary duties performed by the Town Attorney (and attorney's affiliated with Jardim, Meisner and Susser PC) as that term is described within the Code of the Town of Westfield for the term of the appointment shall not exceed \$10,000 with this expenditure charged to Legal Account 120-212.
4. This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law, N.J.S.A. 40A: 11-5 (1)(a).

Roll Call:

Yeas:	Habgood	Nays:	Absent:
	Arena		
	Dardia		
	Neylan		
	LoGrippe		
	Contract		
	Stokes		
	Mackey		
	Mayor Brindle		

The following resolution, introduced by Councilwoman Neylan and seconded by Councilman Contract, was adopted by the following roll call vote:

Resolution No. 12

WHEREAS, a need exists for the Town of Westfield to retain professional legal services of Jardim, Meisner and Susser PC, 30B Vreeland Road, No. 201, Florham Park, New Jersey 07932 in conjunction with the duties of the Town Attorney for the Town of Westfield; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq) authorizes the letting of contracts for professional services without competitive bidding; and

WHEREAS, the Town of Westfield has determined to acquire the needed professional legal services in conjunction with the services provided by the Town Attorney without public advertising and without public solicitation seeking bids pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the anticipated term of this contract will commence January 1, 2018 for term not to exceed sixty (60) days; and

WHEREAS, a Certificate of the Chief Financial Officer, certifying the availability of adequate funds for this contract, prepared in accordance with N.J.A.C. 5:30-5.4, has been furnished to the Town Clerk. Expenditure of funds pursuant to this contract is to be charged to Legal Account 120-212.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Town of Westfield enters into a contract with Jardim, Meisner and Susser PC to engage such firm to render legal services for the extraordinary duties of the Town Attorney for the Town of Westfield.
2. The term of the contract will commence January 1, 2018 for a term not to exceed sixty (60) days.

- 3 The estimated total fees for extraordinary duties performed by the Town Attorney (and attorney's affiliated with Jardim, Meisner and Susser PC) as that term is described within the Code of the Town of Westfield for the term of the appointment shall not exceed \$5,000 with this expenditure charged to Legal Account 120-212.
4. This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law, N.J.S.A. 40A: 11-5 (1)(a).

Roll Call:

Yeas: Habgood

Nays:

Absent:

Arena

Dardia

Neylan

LoGrippe

Contract

Stokes

Mackey

Mayor Brindle

The following resolution, introduced by Councilwoman Habgood and seconded by Councilman Arena, was adopted by the following roll call vote:

Resolution No. 13

WHEREAS, a need exists for the Town of Westfield to retain professional legal services of a general legal counsel for transition purposes; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq) authorizes the letting of contracts for professional services without competitive bidding; and

WHEREAS, the Town of Westfield has determined to acquire the needed professional legal services for transition purposes without public advertising and without public solicitation seeking bids pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, a Certificate of the Chief Financial Officer, certifying the availability of adequate funds for this contract, prepared in accordance with N.J.A.C. 5:30-5.4, has been furnished to the Town Clerk. Expenditure of funds pursuant to this contract is to be charged to Legal Account 120-212.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Town of Westfield hereby enters into a contract with the firm Finestine & Malloy, LLC, 6 Commerce Drive, No. 304, Cranford, New Jersey, 07016, to render said legal services beginning January 1, 2018 for a term not to exceed thirty (30) days.
2. The estimated total fees for duties performed by Finestine & Malloy, LLC shall not exceed \$10,000 with this expenditure charged to the Legal Account.
3. This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law, N.J.S.A. 40A: 11-5 (1)(a).

Roll Call:

Yeas: Habgood

Nays:

Absent:

Arena

Dardia

Neylan

LoGrippe

Contract

Stokes

Mackey

Mayor Brindle

The following resolution, introduced by Councilwoman Habgood, seconded by Councilman Stokes was adopted by the following roll call vote:

Resolution No. 14

WHEREAS, Section 40A: 4-19 of the Local Budget Act provides that where any contract, commitments or payments are to be made prior to the final adoption of the 2018 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first thirty days of January, 2018, and

WHEREAS, the total appropriations in the 2017 budget, less appropriations for the Capital Improvement Fund and Debt Service in the said 2017 budget is the sum of \$41,693,328.00, and

WHEREAS, twenty-six and one quarter percent of the total appropriations in the 2017 budget exclusive of any appropriations made for Capital Improvement Fund and Debt Service is the sum of \$10,944,498.60

NOW, THEREFORE, BE IT RESOLVED that the following temporary appropriations be made and that a certified copy of the resolution be transmitted to the Chief Financial Officer for his records:

Administrative & Executive – Salaries & Wages	\$80,000.00
Administrative & Executive – Other Expenses	85,000.00
Community TV 36 – Service Other Expenses	4,000.00
Town Clerk – Salaries & Wages	50,000.00
Town Clerk – Other Expenses	3,000.00
Collection of Taxes – Salaries & Wages	43,000.00
Collection of Taxes – Other Expenses	5,000.00
Assessment of Taxes – Salaries & Wages	37,000.00
Assessment of Taxes – Other Expenses	5,000.00
Financial Administration – Salaries & Wages	87,000.00
Financial Administration – Other Expenses	5,000.00
Legal Services & Costs – Other Expenses	153,000.00
Municipal Court – Salaries & Wages	110,000.00
Municipal Court – Other Expenses	8,000.00
Municipal Prosecutor – Salaries & Wages	11,000.00
Public Defender – Salaries & Wages	1,000.00
Engineering Services & Costs – Salaries & Wages	179,000.00
Emergency Management – Other Expenses	1,000.00
Public Works – Salaries & Wages	786,000.00
Public Works – Other Expenses	164,00.00
Public Buildings & Grounds – Other Expenses	82,000.00
Planning Board – Other Expenses	8,000.00
Board of Adjustment – Other Expenses	7,000.00
Group Insurance Plan for Employees	2,183,000.00

Other Insurance Premiums	500,000.00
Fire – Salaries & Wages	906,000.00
Fire – Other Expenses	36,000.00
Fire Official – Salaries & Wages	44,000.00
Fire Official – Other Expenses	1,500.00
Hydrant Service	131,000.00
Parking Administration – Salaries & Wages	71,000.00
Police – Salaries & Wages	1,572,000.00
Police – Other Expenses	129,000.00
Crossing Guard – Salaries & Wages	87,000.00
Inspection of Buildings – Salaries & Wages	129,000.00
Inspection of Buildings – Other Expenses	4,000.00
Street Lighting	60,000.00
Electricity	31,000.00
Telephone	90,000.00
Water	3,000.00
Heating Gas	15,000.00
Gasoline	43,000.00
Board of Health – Salaries & Wages	161,000.00
Board of Health – Other Expenses	8,000.00
Board of Health – Contr. Service – Other Expenses	29,000.00
Recreation – Salaries & Wages	28,000.00
Recreation – Other Expenses	1,000.00
Maintenance of Free Public Library	463,000.00
Social Security System (OASI)	183,000.00
Rahway Valley Sewerage Authority	1,796,000.00
Dog Regulation	31,000.00
Debt Service – Interest on Bond	274,900.00
TOTAL TEMPORARY APPROPRIATIONS	10,925,400.00
Less: Debt Service	(274,900.00)
APPROPRIATIONS, Less Debt Service	<u>\$10,650,500.00</u>

Roll Call:

Yeas:	Habgood	Nays:	Absent:
	Arena		
	Dardia		
	Neylan		
	LoGripipo		
	Contract		
	Stokes		
	Mackey		
	Mayor Brindle		

The following resolution, introduced by Councilwoman Habgood and seconded by Councilman LoGrippto, was adopted by the following roll call vote:

Resolution No. 15

WHEREAS, Section 40A: 4-19 of the Local Budget Act provides that where any contract, commitments of payments are to be made prior to the final adoption of the 2018 Pool Utility budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first thirty days of January 2018, and

WHEREAS, the total appropriations in the 2017 budget, less appropriations for the Capital Improvement Fund and Debt Service in the said 2017 budget is the sum of \$827,874.00 and

WHEREAS, twenty-six and one quarter percent of the total appropriations in the 2017 budget exclusive of any appropriations made for Capital Improvement Fund and Debt Service is in the sum of \$217,316.93

NOW, THEREFORE, BE IT RESOLVED that the following temporary appropriations be made for the Swimming Pool Utility and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his records:

Swimming Pool Utility:	
Operating Salaries & Wages	\$75,000.00
Operating Other Expenses	133,000.00
Social Security (OASI)	6,000.00
Interest on Bond	33,600.00
Debt Service - Principal	<u>315,000.00</u>
TOTAL TEMPORARY APPROPRIATIONS:	562,600.00
Less: Debt Service	<u>(348,600.00)</u>
APPROPRIATIONS, Less Debt Service:	<u><u>\$214,000.00</u></u>

Roll Call:

Yeas:	Habgood	Nays:	Absent:
	Arena		
	Dardia		
	Neylan		
	LoGrippto		
	Contract		
	Stokes		
	Mackey		
	Mayor Brindle		

Public Safety, Transportation and Parking Committee

The following resolutions, introduced by Councilman Dardia, Chairman of the Public Safety, Transportation and Parking Committee, and seconded by Councilman Arena, were unanimously adopted.

Resolution No. 16

BE IT RESOLVED that Police Chief David Wayman is hereby appointed as Emergency Management Coordinator for the Town of Westfield for a term expiring January 1, 2021; and

BE IT FURTHER RESOLVED that Police Captain Chris Battiloro and Fire Chief David Kelly are appointed as Deputy Emergency Management Coordinators for a term expiring January 1, 2021.

Resolution No. 17

BE IT RESOLVED that Anthony W. Tiller is hereby appointed to FIRE OFFICIAL for the Town of Westfield for a term expiring December 31, 2018 as per General Ordinance No.1405, Sec: 11-43 (a) (6).

Code Review & Town Property Committee**Public Works Committee**

The following resolutions, introduced by Councilman Contract, Chairman of the Public Works Committee, and seconded by Councilman LoGrippe, were unanimously adopted.

Resolution No. 18

WHEREAS, N.J.S.A. 58:11-64 et. seq. requires that public sewer collection systems are required to have licensed sewer operators; and

WHEREAS, an operator with the required license is needed for the Town of Westfield's public sewer collection system, and

WHEREAS, two (2) proposals for said service were submitted to the Town of Westfield; and

WHEREAS, MGC Unlimited, 18 Cottler Avenue, Springfield, New Jersey 07081, submitted a proposal dated November 30, 2017 to provide such services at a fee of \$10,200; and

WHEREAS, the Town Administrator has reviewed the aforesaid proposal and recommends that a professional services contract for aforesaid services as outlined in the proposal dated November 30, 2017, be awarded to MGC Unlimited; and

WHEREAS, a Certificate of the Chief Financial Officer, certifying the availability of adequate funds for this contract, prepared in accordance with N.J.A.C. 5:30 1.10, has been furnished to the Town Clerk.

NOW, THEREFORE BE IT RESOLVED by the Town Council of the Town of Westfield that the aforementioned contract for professional services required for the Sanitary Sewer Collection System be awarded to MGC Unlimited in the amount of \$10,200, and

BE IT FURTHER RESOLVED that the fees for this work be charged to Account No. 100-205, and

BE IT FURTHER RESOLVED, that a copy of this resolution shall be published in the *Westfield Leader* as a Public Notice of action taken in accordance with N.J.S.A. 40:11-5.

Resolution No. 19

WHEREAS, in accordance with R.S. 40:14A-4 and the by-laws of the Rahway Valley Sewerage Authority created pursuant thereto, the Town of Westfield is entitled to appoint one member of the said Authority for a term of five (5) years: and

WHEREAS, the Town of Westfield's position to the Rahway Sewerage Authority is currently vacant.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Westfield that Marty Rothfelder is hereby appointed a member of the Rahway Valley Sewerage Authority to fill an unexpired term ending February 1, 2020; and

BE IT FURTHER RESOLVED that the Town Clerk is hereby authorized and directed to file a certified copy of this resolution along with the appropriate filing fee of \$5.00 to the State of New Jersey, Division of Revenue, 225 West State Street, PO Box 308, Trenton, NJ 08625-0308 and a certified copy to the Secretary-Treasurer of the Authority.

The Benediction was given by Rabbi Sagal of Temple Emanuel

A motion to adjourn, made by Councilman LoGrippe and seconded by Councilman Arena at 6:36 p.m., was unanimously carried.

Tara Rowley, RMC
Town Clerk